REQUEST FOR PROPOSALS

Preliminary Engineering and Environmental Services for the The I-880 North Safety Improvements Project in Alameda County

By the

Alameda County Congestion Management Agency (CMA)

RESPONSES DUE:

3:00 PM, Wednesday, February 16, 2005Alameda County Congestion Management Agency (CMA)
1333 Broadway, Suite 220,
Oakland, CA 94612

Request for Proposals (RFP 2005-01) Preliminary Engineering and Environmental Services for the The I-880 North Safety Improvements Project in Alameda County

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SECTION 1 INTRODUCTION

The Alameda County Congestion Management Agency (CMA) serves as the congestion management agency for Alameda County and is responsible for programming State and Federal funding for transportation projects within the county. Over the past year, the CMA has taken on additional responsibilities in the delivery of priority projects on the State Highway and Local Arterial Systems. As part of this effort the CMA is leading current efforts to implement the I-880 North Safety Improvements Project in conjunction with the City of Oakland, and Caltrans.

SECTION 2 SERVICES TO BE PROVIDED

The CMA intends to retain a qualified and committed professional engineering firm to be part of the CMA implementation team. The successful engineering team shall demonstrate the availability of qualified personnel to perform engineering services as required for the I-880 North Safety Improvements project.

The project development process for the I-880 North Safety Improvements Project will consist of a two-phase effort with Phase 1 consisting of the preparation of a combined Project Study Report/Project Report /Environmental Document (PSR/PR/ED), and Phase 2 being the final design and preparation of Plans, Specifications/Special Provisions and Estimate (PS&E). **This RFP covers only Phase 1 PSR/PR/ED work.** However, the CMA maintains the right to amend the contract of the selected consultant to continue with the Phase 2 design and plan preparation effort (also including Design Services During Construction), if there is adequate funding to design and construct the entire project or a meaningful segment of the project and the performance of the selected consultant team during the first phase of the project has been satisfactory. The proposing teams will also be asked for their design qualifications with this RFP.

For all work products, the Consultant shall perform all work necessary to define the project, produce all necessary documents required to obtain approval of the combined PSR/PR/ED and prepare cost estimates – all acceptable to the City of Oakland, Caltrans, FHWA, and the CMA. In addition, the Consultant shall be responsible for the preparation, submittal and approval of all accompanying documents (i.e. mapping, permits, agreements, reports, etc.).

For the Consultant's work effort, the Consultant shall be familiar with and responsible for providing and performing the tasks and activities listed below. The Consultant should add

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additional tasks as necessary. Typical tasks include but are not limited to the following:

Task 1 – Project Management

- Project Management
- Project Administration
- Project Quality Assurance/Quality Control Program (further defined below)
- Agency Coordination
- Project Progress Meetings and Reporting (further defined below)

Task 2 – Conceptual Engineering

- Obtain necessary encroachment permits for the required studies.
- Prepare metric scale mapping appropriate for design with approval of Caltrans Mapping Checklists A, B and C and all associated surveying.
- Perform a Preliminary Traffic Operations Analysis. Perform traffic counts as necessary.
- Define the project in plan, profile and typical sections including permanent and temporary right of way needs, and discuss phasing the project, if necessary.
- Develop a preliminary Traffic Management Plan (TMP).
- Develop preliminary construction and right of way cost estimates for the entire project and project phases as necessary.
- Prepare draft Caltrans Exception to Advisory, Mandatory and Ramp Metering Design Standards, as necessary.
- Prepare a summary report of the conceptual engineering phase. This document, as a minimum, should identify a project that optimizes the benefit derived by either the entire project or a phase, yet is contained within the funding constraints, and that can proceed to environmental analysis, design and ultimately construction.

Task 3 – Prepare Draft and Final Environmental Documentation

- Prepare draft Environmental Technical Studies potentially including Biological, Cultural Resources, Traffic Operations, Geotechnical Impact Report, Initial Site Assessment, Flood Plain Study, Visual, Noise, Air Quality and other studies as necessary. Studies should address the entire project and any phases as discussed above.
- Prepare Draft Environmental Document (DED) assuming both CEQA & NEPA processing requirements
- Prepare and implement the appropriate public outreach program
- Prepare Final ED including certification.

Task 4 – Prepare Draft and Final Combined Caltrans PSR/PR/ED

- Prepare draft and Final Traffic Operations Report for the entire project and project phases as necessary.
- Perform Right of Way Data sheet and prepare checklist for specially funded projects.
- Prepare appropriate Land Net Data.

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- Prepare preliminary plans, profiles and typical sections for the entire project and project phases as necessary.
- Prepare Construction and Right of Way Cost Estimates for the entire project and project phases as necessary.
- Prepare and process for approval any and all Caltrans Exceptions to Advisory, Mandatory and Ramp Metering Design Standards.
- Prepare combined PSR/PR/ED that addresses the entire project and project phases as necessary.

The project must adhere to Caltrans design standards, regulations, policies and procedures for all work within State right of way at the time of project advertisement. Compliance with Federal Highway Administration requirements is also necessary for work within State right of way. For the work beyond the State right of way, the project must adhere to applicable City design standards, regulations, policies and procedures. All work must be performed and work products prepared in such fashion to be approved by the appropriate agency, i.e. City of Oakland, Caltrans or FHWA.

Quality Control/Quality Assurance:

All submittals (plans, calculations, report and associated documents) shall include evidence of quality control and quality assurance (QC/QA) reviews. The Consultant will be required to submit a QC/QA program to the CMA for review and approval. Major reviews and procedures shall be identified which are specific for this project. The QC/QA program should be consistent with Caltrans Quality Control/Quality Assurance program.

Project Progress Meetings and Reporting:

Project progress meetings and reporting will include meetings between City of Oakland staff, CMA staff and the consultant to be held as often as deemed necessary as well as monthly reporting on work accomplished in the previous month and the status of the project progress, project schedule, project budget and any modifications to the base construction cost estimate. Project Development Team (PDT) meetings with Caltrans and other project stakeholders will be held at approximately one-month intervals. Minutes of the all meetings will be prepared by the Consultant and furnished to attendees and concerned parties within five working days of the meeting.

SECTION 3 I-880 NORTH SAFETY IMPROVEMENTS PROJECT

Background

The purpose of the project is to provide operational and safety improvements to northbound I-880 in the vicinity of 29th Avenue by reconfiguring the on and off-ramps, as well as mitigating any noise impacts of the project. The project as envisioned provides for improvements to northbound I-880 at 29th Avenue by improving the freeway on and off-ramp geometrics. The work includes the modification of existing local streets, landscape enhancement, and

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construction of a soundwall to protect sensitive receptors as mitigation for the project.

The northbound I-880 off-ramp at 29th Avenue is short and does not meet current design standards. This results in a queue spillback, which causes sudden speed changes on the mainline, thereby creating slowdown and congestion on the mainline. It also contributes to an accident rate which is twice the state average.

The project will need to provide additional storage and deceleration distances to the off-ramp. This will eliminate or minimize the queue spillback and resultant speed changes to mainline, thereby improving operations and safety. Proposed mitigating soundwalls will reduce noise impacts to an elementary school and residences in the Jingletown neighborhood.

The project in general receives wide community and political support. The traffic, right-of-way and other impacts of the proposed on-ramp relocation and modification of the local streets will require further study and additional public input. Project alternatives will need to be evaluated as part of the project development and environmental processes. The detailed scope of the project will be defined as part of this preliminary engineering effort.

Approximately \$10 million of RM-2 funds have been committed for the project. RM-2 funds will be used to pay for the proposed PSR/PR/ED work scope. The project funding provided under RM-2 for future phase work may need to be supplemented by other funding sources.

Project Schedule

Project Delivery Milestones	Start	Finish
Preliminary Engineering/Environmental Documentation	04/05	04/07
Final Design	07/07	12/08
Right of Way Acquisition	10/07	12/08
Construction	01/09	04/10

SECTION 4 RFP SUBMITTAL REQUIREMENTS

Please prepare and submit your proposal in accordance with the following requirements.

- 1. *Proposal:* The proposal (excluding resumes and the transmittal letter) shall not exceed a total of the equivalent of 30 single-sided, 8.5" x 11" pages. Resumes and design qualifications should be included in an appendix.
- 2. *Transmittal Letter:* The proposal shall be transmitted with a cover letter describing the firm's/team's interest and commitment to the proposed project. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized by the firm/team to negotiate a contract with CMA shall sign the cover letter.

Address the cover letter as follows:

Frank Furger, P.E.
Deputy Director
Alameda County Congestion Management Agency
1333 Broadway, Suite 220
Oakland, California 94612

- 3. *Project Understanding:* This section should clearly convey the consultant's understanding of the nature of the work, including coordination with and approvals from CMA.
- 4. Approach and Management Plan: This section should provide the firm's/team's proposed approach and management plan for providing the services. An organization chart must also be included.
- 5. *Qualifications and Experience:* The proposal should provide the qualifications and experience of the consultant team that will be available for providing the requested services. Please emphasize the specific qualifications and experience from projects similar to this project for the Key Team Members. Replacement of Key Team Members will not be permitted without prior consultation with and approval of the CMA.
- 6. *Staffing Plan:* The proposal should provide a staffing plan (by quarter) and an estimate of the **total hours** (detailed by position) required for providing the services.
- 7. Additional Relevant Information: Provide additional relevant information that may be helpful in the selection process (not to exceed the equivalent of 2 single-sided pages).
- 8. *References:* For each Key Team Member, provide at least three references (names and current phone numbers) from recent work (previous three years) similar to this project.

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Include a brief description of each project associated with the reference, and the role of the respective team member.

9. Submittal of Proposals: Ten (10) copies of your proposal are due at the CMA offices no later than the time and date specified in Section 6, below. Envelopes or packages containing the proposals should be clearly marked, "Proposals Enclosed." Proposals must be printed; CD-ROM submittals will not be accepted.

SECTION 5 SELECTION OF CONSULTANT

The proposals will be evaluated and scored on a 100 point total basis using the following criteria:

- 1. Qualifications and specific experience of Key Team Members.
- 2. Project understanding and approach.
- 3. Experience with similar types of projects.
- 4. Satisfaction of previous clients.
- 5. Schedule and capacity to provide qualified personnel.

Two or more of the firms/teams may be invited to an interview on March 4, 2005. The Project Manager and Key Team Members should attend the interview. The evaluation / interview panel may include representatives from CMA, Caltrans and other agencies, but the specific composition of the panel will not be revealed prior to the interviews. Costs for travel expenses and proposal preparation shall be borne by the consultants.

Once the top firm/team has been determined, CMA staff will start contract negotiations with firm/team. If contract negotiations are not successful, the second ranked firm/team may be asked to negotiate a contract with CMA, etc. Provided the negotiations are proceeding well, the CMA may elect to initiate a portion of the work scope with a Notice to Proceed (NTP), prior to execution of the contract.

SECTION 6 SELECTION PROCESS DATES

January 26, 2005: A Pre-proposal Meeting will be held at 10:00 a.m., Wednesday,

January 26, 2005.

February 16, 2005: Proposals are due no later than 3:00 p.m. on Wednesday

February 16, 2005 at the offices of the Alameda County Congestion Management Agency, 1333 Broadway, Suite 220, Oakland, CA 94612. *Late submittals will not be accepted.*

March 4, 2005: Interviews for consultant selection are tentatively scheduled for

February 11, 2005. (If necessary)

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If you have any questions regarding this RFP, please contact:

Eric Cordoba, P.E. CMA Project Manager Phone (925) 671-5458 Fax (925) 671-5472 eric@cordobaconsulting.com

or

Matt Todd Senior Transportation Engineer CMA Phone (510) 836-2560 Fax (510) 836-2185

SECTION 7 GENERAL CONDITIONS

A. Limitations

This RFP does not commit the Alameda County CMA to award a contract or to pay any costs incurred in the preparation of a proposal in response to this RFP.

B. Rejection of Proposals

The Alameda County CMA reserves the right to reject any or all proposals.

C. Award

All finalists may be required to participate in negotiations and to submit such price; technical or other revisions of their proposals as may result from negotiations. Accordingly, each initial proposal should be submitted on the most favorable terms from a price and technical viewpoint.

D. Workscope Modifications

The Alameda County CMA reserves the right to request changes to the staffing and/or scope of services contained in any of the proposals and to enter negotiations with any of the firms/teams regarding their submittal.

E. Contract

A sample contract is shown in Attachment 1. It is expected that the terms of the contract will be acceptable to the consultant.

F. Non - Discrimination

Contractors shall not discriminate on the basis of race, color, national origin, sex, or physical

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disability in the performance of CMA contracts

G. Levine Act

Selected consultants will be required to disclose on the record any contribution of more than \$250.00 which they have made to a CMA Board member within the twelve-month period preceding the submittal deadline of this RFP. This applies to your company, any member of your team, any agents for you or other team members and to the major shareholders of any closed corporation which is part of your team. If you have made a contribution which needs to be disclosed you must provide written notice of the date, amount and receipt of the contribution(s) to the CMA Executive Director, Dennis Fay. This information will need to be provided before the CMA can approve any contract.

SECTION 8 LISTS OF FIRMS THAT RECEIVED THIS RFP

See attached list of firms.

Attachments:

- List of firms that received this RFP
- Sample Contract